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# NASA Policy Directive

**NPD 8800.14D**

Effective Date: July 15, 2004

Expiration Date: October 14,  
2014**COMPLIANCE IS MANDATORY**[Printable Format \(PDF\)](#)

Request Notification of Change

(NASA Only)

**Subject: Policy for Real Estate Management (Revalidated, October 14, 2009)****Responsible Office: Facilities Engineering and Real Property Division**

## 1. POLICY

a. It is NASA policy to promote the efficient and economical utilization of its real property assets. The effective management of NASA real property is integral to NASA's mission. Real property under Agency authority or control shall be managed in accordance with the principles set forth below. Real property is land and facilities (i.e., buildings and other structures) that are owned, leased, or otherwise managed by NASA and improvements thereto..

(1) NASA Centers shall manage their real property to ensure that it is available to perform their assigned mission in accordance with statutory and regulatory requirements for management of such real property.

(2) NASA Centers shall manage their real property to ensure that it is appropriate to the mission in the right size and type, is safe, secure, and environmentally sound, is sustainable in its operations and maintenance provides high quality, affordable and operates efficiently and effectively.

(3) NASA Centers shall operate and construct only the minimum facilities and infrastructure required to conduct NASA programs and meet national responsibilities. As such, NASA shall:

(a) Continually assess real property needs against current infrastructure,.

(b) Seek alternatives to new capability construction wherever possible,. (c) Identify, plan, and implement options to eliminate unnecessary real property through divestment, demolition, or other innovative programs.

(4) NASA shall leverage the value of underutilized real property while ensuring real estate actions maintain a mission focus.

(a) NASA shall seek beneficial uses of underutilized land and facilities such as

public/private partnerships, outleasing, or other innovative real property initiatives for those assets that are required for future mission and program support.

(5) NASA Centers and real property occupants shall be good stewards of required real property by maintaining and repairing real property according to current standards, guidance, and performance measures, matched with current human and financial resources.

b. NASA's Office of Infrastructure, Facilities Engineering and Real Property Division, shall serve as the principal point of contact for real property activities and will provide Agencywide assessment of Center management effectiveness of real property activities.

## **2. APPLICABILITY**

(a) This NPD is applicable to NASA Headquarters and NASA Centers, including Component Facilities, and Technical and Service Support Centers. (b) This language applies to JPL, other contractors, grant recipients, or parties to agreements only to the extent specified or referenced in the appropriate contracts, grants, or agreements. (c) This NPD is applicable to real property owned, leased, or otherwise managed by NASA. The provisions of this NPD and the NASA Procedural Requirements (NPR) 8800.15, Real Estate Program Management, do not apply to the NASA Headquarters building. Real property do not apply to the NASA Headquarters building. Real Property matters involving international locations are to be coordinated by the Director, Facilities Engineering and Real Property Division, with the NASA Office of the General Counsel and the NASA Office of External Relations. The NASA Office of External Relations will coordinate with the Department of State as required.

## **3. AUTHORITY**

a. 42 U.S.C. 2473(c)(1), of the National Aeronautics and Space Act of 1958, as amended.

## **4. APPLICABLE DOCUMENTS**

- a. EO 13327, Federal Real Property Asset Management.
- b. EO 13423, Strengthening Federal Environmental, Energy, and Transportation Management.
- c. NPR 1441.1, NASA Records Retention Schedules.
- d. NPR 8800.15, Real Estate Management Program.

## **5. RESPONSIBILITY**

a. The Assistant Administrator for Infrastructure is designated as the Agency Senior Real Property Officer.

(1) This designation may be delegated to the Director, Facilities Engineering and Real Property Division.

(2) The Senior Real Property Officer shall be responsible for the following:

(a) Developing and implementing an Agency real property asset management plan in support of Executive Order 13327, Federal Real Property Asset Management.

(b) Serving on the Federal Real Property Council.

(c) Identifying real property asset management performance measures.

b. The Director, Facilities Engineering and Real Property Division, shall be responsible for the following:

(1) Prescribing Agency real property policies, procedures,

(2) Reviewing and approving acquisition and modification of real property, (3) Reviewing and approving agreements for out-grant of NASA real property and in-grants of the use of others property. (4) Ensure the guiding principle for sustainability are incorporated into in-grants and out-grants. (5) Otherwise, exercise control over real property under the jurisdiction of NASA.

c. NASA Center Directors are responsible for the following:

(1) Managing NASA real property in accordance with NPR 8800.15, Real Property Management Program.

(2) Designating a Real Property Accountable Officer(RPAO)responsible for real property accountability, including recording and reporting the NASA real property inventory and managing of real property records in accordance with NPR 1441.1, NASA Records Retention Schedules.

(3) Designating a Facilities Utilization Officer (FUO) responsible for coordinating the assignment of building space, implementing facilities utilization review, and periodic reporting.

(4) Establishing a Facilities Utilization Review Board to direct utilization of Center, real property and communicate that direction to the FUO, the RPAO, and the other responsible persons and organizations at the Center.

(5) Securing approval from the Director, Facilities Engineering and Real Property Division, prior to taking real property actions. If the Director, Facilities Engineering and Real Property Division has delegated specific authority to a Center Director, the Center Director may enter into the specified agreements.

(6) Assessing real property needs versus inventory and taking the following actions:

(a) Eliminate real property not currently required and not required in the foreseeable future through divestment, demolition, or other excessing programs.

(b) Leverage the value of underutilized, real property through third-party partnerships, out-leasing, or other innovative action, versus disposal of the real property, as appropriate.

d. The Manager, NASA Management Office-Jet Propulsion Laboratory (JPL), is responsible for 5.c.(1), 5.c.(2), 5.c.(5)and 5.c.(6), and the NASA contractor that operates the JPL is responsible for 5.c.(3) and 5.c.(4) to the extent specified in its contract.

## 6. DELEGATION OF AUTHORITY

None.

## 7. MEASUREMENTS/VERIFICATION

Centers shall review their individual performance, using data prepared for the General Services Administration Form 1166, Report of Real Property Owned by or Leased to the United States, and NASA Form 1400, Building Space Utilization Report.

## 8. CANCELLATION

NPD 8800.14C, Real Policy for Real Estate Management, dated July 15, 2004.

## REVALIDATION

October 14, 2009, Original signed by

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**/s/ Sean O'Keefe**  
**Administrator**

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## ATTACHMENT A: (TEXT)

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